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**State of Wisconsin**  
Department of Health and Family Services

**Program Enhancement Plan  
Out-of-Home Care Committee Meeting Agenda**

Pyle Center  
702 Langdon Street, Rm. 235  
9:00 am – 3:00 pm  
November 18, 2005

I.	Welcome and Introductions <i>Bill Orth, Sauk County</i>	9:00 – 9:15 am
II.	Workgroup breakout sessions <ul style="list-style-type: none"><li>• Workgroups should examine their assignments for Q 5-8 and determine or prioritize interim steps to accomplish the tasks by their due date.</li><li>• Permanency Planning and Birth Family Involvement Trial Home Visit discussion from 9:15 – 10:15 am.</li><li>• Perm. Planning and Services to Foster Families discuss P.1. Establish a process for judges to most effectively obtain input from foster parents from 11:30 – 12:00 pm.</li></ul>	9:15 – 12:00 pm
III.	Lunch	12:00 – 12:45 pm
IV.	Workgroup updates Report on the progress or status of Q4 and Q5 items	12:45 – 1:45 pm
V.	Full Committee Discussion <ul style="list-style-type: none"><li>• Placement stability and re-entry</li><li>• Documenting shelter care and secure detention settings <i>Michelle Rawlings, Office of Program Evaluation and Planning, DCFS</i></li><li>• Introduce Concurrent Planning assignment (D.1.2) and Emergency Crisis Plan (C.4. due Q6) <i>Kate Johnson, DCFS</i></li><li>• HFS 44 workgroup <i>Kate Johnson and Cathy Connolly, DCFS</i></li></ul>	1:45 – 2:45 pm

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VI. Next meeting planning 2:45 – 3:00 pm

*Reminder:* The December meeting date has been adjusted due to the holidays. The new meeting date is:  
✓ Friday, December 16 from 9:00 am – 3:00 pm

Workgroup tasks – Ongoing from Q4 and Q5

*Permanency Planning*

- C.1.b.1)-2) Draft a trial home visit policy (with BFI). This includes providing instruction about documentation on eWiSACWIS and providing training and TA (C.1.b.3)-4). *In development.*
- C.1.c.1) Develop other program responses to address factors contributing to re-entry into care. *Waiting for data analysis.*
- C.2.b. Determine best response to placement instability.
- P.1. Establish a process for judges to most effectively obtain input from foster parents. (with SFF)

*Birth Family Involvement*

- E.1.a. Issue policy/guidance for clearly documenting efforts and reasons for not placing siblings together when placement as a group is not possible. *Edits were made to the policy and it is being posted to the bulletin board in the middle of November. It will be presented to the full committee in December for final review and approval.*
- H.4. Conduct survey of tribes and counties in terms of the utilization of relatives as placement resources. This item will be distributed as soon as the BPP Director gives final approval. *Survey was entered into online program and is being edited.*
- C.1.b.1)-2) Draft a trial home visit policy (with BFI). *In development.*
- I.1. ID policies impacting the involvement of noncustodial parents and their relatives (due Q6).
- Additional work tasks  
H.1. Family Member Engagement

*Services to Foster Families*

- E.3.1)-2) Propose the elimination of the limit of 6 kids in a foster home and revise Ch. HFS 56 accordingly. *In development.*
- K.2.a. Develop an instrument to assess foster children's need to provide better information to foster parents. Pilot and modify the instrument as needed. *In development.*
- K.4.a. Form a workgroup to research the impact of mandating foster and adoptive pre-service and ongoing training. *In progress.*
- K.5.a. Create a workgroup to identify purpose, audience and uniform content of FC handbooks. *In progress.*
- P.1. Establish a process for judges to most effectively obtain input from foster parents. (with PP)